

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 7<sup>th</sup> February 2013.**

**Present:** Councillor J White (Chairman)  
 Councillors R Bagnall, J Clark, M Clark, W Hill, D Langan, D Nicol, G Phillips, M Robinson,  
 W Smith, V Williams and E Wood.

**Staff:** Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk), Mr J Bush (Parks and Cemetery Manager).

**Also Present:**

*Councillor Clark entered the room at 6.05pm.*

**HPC 12/13/143** **Apologies for Absence.**  
**RESOLVED:** Apologies RECEIVED and approved for Councillors E Connor, G Lavery and I Roberts.

**HPC 12/13/144** **Minutes of the Meeting of Horden Parish Council held 10<sup>th</sup> and 22<sup>nd</sup> January 2013.**  
**RESOLVED:** that the minutes be confirmed as a true record to be signed by the Chairman.

**HPC 12/13/145** **Matters Arising – Clerk’s Report.**  
 There were no matters arising that were not already covered on the agenda.  
**RESOLVED:** That the information be NOTED.

**HPC 12/13/146** **Items Tabled for Information.**

Wednesday 9th January 2013	"Warning to flytippers"
Wednesday 30th January 2013	"A suite offer for jobseekers"
Wednesday 9th January 2013	"Deer's head found in yard"
Wednesday 9th January 2013	"Flytipping is a problem, says councillor"

**RESOLVED:** that the information, be NOTED.

**HPC 12/13/147** **Police Report.**  
 There were no representatives from the Police currently present.

**HPC 12/13/148** **Public Participation.**  
 There were no members of the public currently present.

**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 7<sup>th</sup> February 2013.**

**Present:** Councillor R Bagnall (Chairman)  
 Councillors J Clark, M Clark, W Hill, D Langan, D Nicol, G Phillips, M Robinson, W Smith, J White,  
 V Williams and E Wood.

**Staff:** Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk), Mr J Bush (Parks and Cemetery Manager).

**Also Present:**

**Apologies:** Councillors E Connor, G Lavery and I Roberts.

**P&C** **Parks & Cemetery Manager's Report.**

**12/13/050** The report previously circulated covered the period 17<sup>th</sup> December 2012 to 20<sup>th</sup> January 2013.

Councillor Langan enquired as to what the situation was regarding the percentage of burials of non-horden residents. A brief discussion ensued with regard to the admissions policy for Thorpe Road Cemetery.

The Parks and Cemetery Manager advised that with regard to the Green Flag Award entry, it may be prudent not to submit the Cemetery this year due to the current state of the Toilet Block, which had been flagged up by the judges last year and the surface of the driveway, which is in a poor state due to the recent bad weather.

**RESOLVED** that;

- i. the information given, be NOTED.
- ii. that the Green Flag entry not be submitted this year due to concerns raised by the Parks and Cemetery Manager.

**P&C** **Damage/Incident Reports.**

**12/13/051** The Assistant Clerk advised Members of the following damage/incident reports:-

- |          |          |  |
|----------|----------|--|
| 15.01.13 | Incident | <u>Social Welfare Centre Car Park</u><br>Foul abusive language from youths in car park directed at staff and users of the centre. Snowballs were thrown at cars and staff when requested to cease and move away.<br>Police were notified. A drive by took place, but no youths were present when police arrived.     |
| 18.01.13 | Incident | <u>Welfare Park Football Field</u><br>Vehicle failed to stop at junction of Cowell Street, due to icy road conditions and collided with the perimeter fencing, badly denting it.<br>Details of driver taken by the Parks and Cemetery Manager.<br>Damaged fencing cordoned off following the removal of the vehicle. |

**RESOLVED:** that the information given, be NOTED.

**P&C** **Cemetery Provision Update.**

**12/13/052** The Clerk advised Members on the situation with regard to progress of the proposed new Cemetery site at Culloden Terrace in Horden.

**RESOLVED:** that the information given, be NOTED.

**P&C** **East Durham Horse Fayre.**

**12/13/053** The Clerk advised Members on his report which had been previously circulated. Councillor Clark also gave a brief update advising Members that Councillor Stradling had offered money from his budget to repair the fencing around the perimeter of the land.

**RESOLVED** that;

- i. that the Clerk submit a response to the County Council's proposals.
- ii. that proportionate and appropriate measures are taken prior to August in order to safeguard Sunderland Road Playing Fields from any unauthorized access.

**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 7<sup>th</sup> February 2013.**

**Present:** Councillor G Phillips (Chairman)  
 Councillors R Bagnall, J Clark, M Clark, W Hill, D Langan, D Nicol, M Robinson, W Smith,  
 J White, V Williams and E Wood.

**Staff:** Mr P Davison (Clerk), and Mrs J S Hunt (Assistant Clerk)

**Also Present:**

**Apologies:** Councillors E Connor, G Lavery and I Roberts.

**F&GP** **Parish Council Financial Status – Bank Balances.**

**12/13/121** The Clerk reported the bank balances as at 31/01/2013 being £458,529.69.

**RESOLVED:** That the information be NOTED.

**F&GP** **Income and Expenditure Report to 31/12/2012.**

**12/13/122** The report was circulated previously.

**RESOLVED:** that the information given, be NOTED.

**F&GP** **Cash Cheques.**

**12/13/123** The Clerk requested a cash cheque totaling £230, (£200 Admin and £30 Cemetery) be endorsed for payment.

**RESOLVED:** to ENDORSE cheques for payment.

**F&GP** **Bank Transfer.**

**12/13/124** The Clerk informed Members that the transfer for January was £54,100.61.

**RESOLVED:** To ENDORSE transfers.

**F&GP** **Invoices for endorsement for payment.**

**12/13/125** **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
Angel Springs	31.12.2012	WATER COOLER RENTAL	£32.78	311435
Angel Springs	30.11.2012	WATER COOLER RENTAL	£32.78	311435
Ashley Gases	21.01.2013	CO2 & N2CO2 - SWC	£17.94	311436
Ashley Gases	07.01.2013	CO2 & N2CO2 - SWC	£27.54	311436
BOC	31.12.2012	CO2 Cellar Monitor - SWC	£30.60	DD
BOOKER	11.01.2013	Drinks for Pantomime	£39.98	DD
British Gas	14.01.2013	Electricity - SWC	£449.56	DD
British Gas	14.01.2013	Electricity - Works Building	£125.39	DD
British Gas	14.01.2013	Electricity - HCW AFC	£105.65	DD
British Gas	14.01.2013	Electricity - New Sports Pavilion	£23.39	DD
British Gas	14.01.2013	Electricity - Cemetery	£66.60	DD
British Gas	08.01.2013	Gas - SWC	£848.86	DD
Castle Eden Beer Company	31.01.2013	Scorpion Lager	£168.00	311434
Castle Eden Beer Company	11.01.2013	Scorpion Lager	£168.00	311434
DAVMAR	11.01.2013	Wellingtons, Anoraks	£90.96	311437
Durham County Council	18.01.2013	SWC lift repairs	£77.83	311438
Durham County Council	07.01.2013	Make 3 suction pipe ends	£130.94	311438
Harbro	07.01.2013	Water Heater - Cemetery	£51.00	311439
Homecare	23.01.2013	Various DIY supplies	£202.30	311440
Innerglass	07.01.2013	Various cleaning products	£343.18	311441
Iris	10.01.2013	Iris RTI Training	£306.00	311390
John Barron	28.01.2013	Repairs to SA04 FZS Van	£200.00	311442
Mastercopy	18.01.2013	Cost per copy	£168.60	311443
MKM	11.01.2013	Tarmac	£113.04	311444
Molson Coors	18.01.2013	SWC Bar Supplies	£976.16	DD
Newsquest	19.01.2013	Northern Echo advertisement-Café	£432.00	311445
Niramax	27.01.2013	Trade Waste	£68.94	311446
Niramax	20.01.2013	Trade Waste	£48.54	311446
Niramax	13.01.2013	Trade Waste	£90.25	311446
Niramax	06.01.2013	Trade Waste	£106.24	311446
NTE	01.01.2013	Telephone Charges	£79.16	DD
Ords Group	04.01.2013	Newsletter	£258.00	311447
Peeks of Bournemouth	23.01.2013	Various prizes	£7.51	311448

Peeks of Bournemouth	22.0.2013	Various prizes	£83.29	311448
RBS Rialtas	14.01.2013	Facilities booking training	£268.50	311449
Shell UK Ltd	17.01.2013	Fuel	£266.96	DD
Shell UK Ltd	02.01.2013	Fuel	£143.47	DD
Sherburn Stone	31.12.2012	Concrete	£216.19	311450
System 3 Windows	12.01.2013	Replacement windows - Cem & Park House	£1,233.60	311451
T.J's Heating & Home Improvement	23.01.2013	New Café combi boiler fan	£245.00	311453
T.J's Heating & Home Improvement	23.01.2013	Park House combi boiler	£80.00	311453
T.J's Heating & Home Improvement	23.01.2013	Works building heater tank	£162.00	311453
T.J's Heating & Home Improvement	14.01.2013	Door stoppers - Football ground	£50.00	311453
T.J's Heating & Home Improvement	01.02.2013	Sunderland Road Bungalow Roof Replacement	£3,860.00	311453
TESS	31.12.2012	Portaloo - Cem	£67.88	311452
Vodafone	14.01.2013	Mobile Phones	£114.55	DD
Weardale Construction	31.01.2013	Re-building of brick wall adjacent to SWC	£3,280.00	311427
Weardale Construction	04.02.2013	Repairs to Chapel Roof	£1,280.00	311454
Weardale Construction	04.02.2013	Replacement of steel perimeter fencing & gate	£4,200.00	311454
<b>Invoice Total for January 2012</b>			<b>£21,439.16</b>	

**F&GP 12/13/126** **Members/Officers Allowances.**  
The Clerk advised he had received participation allowance and travel expenses for Councillors J Clark and J White totaling £653.88.  
**RESOLVED:** That the payments be APPROVED.

**F&GP 12/13/127** **Social Welfare Centre Sub-Committee.**  
Members gave consideration to the minutes of the Social Welfare Centre Sub-Committee previously circulated.  
**RESOLVED:** that the information given, be NOTED.

**F&GP 12/13/128** **Horden In Bloom.**  
Members gave consideration to the finance report for Horden In Bloom which had been previously circulated.  
**RESOLVED:** that the information given, be NOTED.

**F&GP 12/13/129** **Financial Regulations Relating to Contracts/Tenders and Adherence.**  
Councillor Langan requested clarification as to the above regulations whether or not they were being adhered to.  
The Clerk advised Members of the current situation with regard to the adherence of the above regulations. He also advised that the above regulations need to be reviewed. A lengthy discussion ensued.  
**RESOLVED** that;  
i. that the information given be NOTED.  
ii. that when three quotes are obtained they be provided to Members within the agenda supplementary papers, without any distinguishing mark.

**F&GP 12/13/130** **Progress on the Refurbishment of Thorpe Road Public Toilets.**  
Councillor Langan enquired as to the progress of the above following on from the Parish Council Meeting held on 10<sup>th</sup> January 2013 with regard to the legalities of the situation.  
The Clerk advised Members on the current situation and recommended that plans be drawn up and re-submitted.  
**RESOLVED:** to obtain the required plans and re-submit quotations.

**F&GP 12/13/131** **Horden Cricket Club Demolition Work.**  
The Clerk advised that three tenders for the demolition of Horden Cricket Club Hut. Tender A in the sum of £2,735.00, tender B in the sum of £18,400.00 and tender C in the sum of £6,850.00  
**RESOLVED:** that tender A from A.J.M. Construction in the sum of £2,735.00 be APPROVED.

**F&GP 12/13/132** **Planning Application Agenda Items.**  
The Clerk advised Members that the Council are the statutory consultees and are legally bound to be informed of every planning applications submitted and that Members need three clear days in the event of an informed decision being made. He also advised that if preferred, a note could be written beside any contentious or large planning application, to inform Members that a copy of the planning application is available to view in the Parish

Council Office.

**RESOLVED:** that the information given, be NOTED.

**F&GP  
12/13/133**

**Horden Mechanics Social Club.**

*Councillor J White declared a prejudicial interest.*

Members gave consideration to correspondence received from Horden Mechanics Social Club requesting Friday night discounted bar prices for their Annual General Meeting and Annual Christmas Dance on a continual basis. Also to consider their entertainment evenings be changed from a Friday night to a Saturday night with free use of the Main Hall and also Friday night bar prices.

**RESOLVED:** that all requests be GRANTED.

**F&GP  
12/13/134**

**Temporary Speed Restriction A1086 Coast Road.**

Members gave consideration to correspondence received with regard to A1086 Coast Road, Blackhall to Horden, temporary speed restriction.

**RESOLVED:** that the information given, be NOTED.

**F&GP  
12/13/135**

**Larger Local Council's Conference.**

Members gave consideration to the attendance of the Clerk at the Larger Local Council's Conference to be held at the Oxford Belfry Hotel on 21<sup>st</sup> – 22<sup>nd</sup> March 2013 at a cost of £330 plus VAT.

**RESOLVED:** that the Clerk's attendance be APPROVED.

**FULL PARISH COUNCIL**  
**Minutes of Meeting held 7<sup>th</sup> February 2013.**

**Present:** Councillor J White (Chairman)  
 Councillors R Bagnall, J Clark, M Clark, W Hill, D Langan, D Nicol, G Phillips, M Robinson,  
 W Smith, V Williams and E Wood.

**Staff:** Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk).

**Also Present:**

**Apologies:** Councillors E Connor, G Lavery and I Roberts.

**HPC**  
**12/13/149** **Horden Health Premises.**  
 The Clerk enquired as to whether Members would like to submit a response to Joseph Chandy's previous proposals on the new medical development in Horden.

**RESOLVED:** that;

- i. that a letter of support be sent to Mr. Chandy.
- ii. that the proposed hiring of car parking spaces be taken to the SWC sub-committee.

**HPC**  
**12/13/150** **Procedures for Member Inclusion of Agenda Items.**  
 Councillor Langan enquired as to the correct procedure for Member inclusion of agenda items. The Clerk advised Members on his report procedure which had been previously circulated. A lengthy discussion ensued.

**RESOLVED** that;

- i. the information given, be NOTED.
- ii. that the wording "motion" be changed.
- iii. that, relating to SO 17, the notice period be changed from 6 days to "10 working Days" and that, relating to SO 18, the notice period be changed from 4 days to "8 working days".

**HPC**  
**12/13/151**

**Councillor Title Use.**

The Clerk advised Members to be aware of each particular situation when using their title as Councillor. He also advised Members with regard to improper use of the title as Councillor and that Members need to be aware of the context in which they use the title, but that it was up to each individual to decide themselves in any particular situation. A lengthy discussion ensued.

**RESOLVED:** that the information given, be NOTED.

**HPC**  
**12/13/152** **Queen's Garden Party Thursday 30<sup>th</sup> May 2013.**  
 Members gave consideration to nominations for the Queen's Garden Party to be held on Thursday 30<sup>th</sup> May 2013.

**RESOLVED:** that Councillor J Clark be nominated.

**HPC**  
**12/13/153** **Exclusion of Press and Public.**  
**RESOLVED:** that in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act, 1960, the press and public be excluded from the meeting for the following item of business on the grounds that it involves information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**HPC**  
**12/13/154** **Member and Officer Relations Policy.**  
 Members gave consideration to the above policy which had been previously circulated.

**RESOLVED** that;

- i. that the information given be NOTED.
- ii. that, subject to the removal of section "7", the Member and Officer Relations Policy be APPROVED and adopted as a guideline, also subject to a 30 day consultation period with staff.